

The Chair, Lloyd Sullivan, called the regularly scheduled public session to order at 7:00pm. Those present included Jenifer Landman, Allen Hines (Selectmen) and Russell McAllister, (Town Administrator).

### **Housekeeping**

Mr. Sullivan welcomed Allen Hines aboard again, as he had previously been a selectman before this year's March election. Mr. Hines made the motion to have Jenifer Landman sit as the Chair. Mr. Sullivan seconded. The vote was unanimous and so moved. The Board slightly altered the evening's agenda by allowing Mr. Jerry Reese, from AT&T Broadband, to brief those in attendance on the cable upgrade.

### **New Business**

#### *AT&T – Jerry Reese & the North Hampton Broadband rollout*

Mr. Reese noted that the upgrade of the cable plant from 500 MHz to 750MHz was underway and had been underway for about 2 ½ weeks. It was noted that the process involved rebuilding all the coax & fiber optic cable and that it should be complete by early summer. Mr. Reese explained that a business product was planned for release by the third quarter and pricing would be tiered and in the \$99, \$189 and \$289 per month cost range depending on the speed of the connection. Pricing for the residential product would be between \$45-\$49 per month. Cable enhancement would make available 100 or so channels. Mr. Harned explained that he was on the North Hampton School's Technology Advisory Committee and asked if the increase in bandwidth would be usable by the entire network system already in place. Mr. Reese agreed to touch base with his technical people for an answer. Ms. Lamprey asked about residential service expectations insofar as who is responsible for what. Ms. Lamprey noted that scheduling cable upgrades for her home had been complicated because individual service technicians seemed to disagree about who installed which service. Concerns about service and response times were discussed as well as quotations for installation that were in excess of the Franchise Agreement charges. Mr. Reese said he would look into the matter. (Mr. Landman, CBT Chair, reported that Mr. Harned, a CBT committee member was quoted \$2500 to cable 900 feet.) Mr. Landman advised Mr. Reese that the Town had received AT&T's letter advising the Town that the company was transferring the Agreement to Comcast and that the CBT committee did not agree with AT&T's stated position. The Committee would be consulting with Special Town Counsel on the matter and AT&T would receive a reply from counsel. There being no new issues Mr. Reese thanked the Board for their time and departed.

### **Committee Assignments**

The Board next moved to the business of committee assignments. Mr. Sullivan made the motion to assign Mr. Hines as the ex officio member to the Planning Board. Ms. Landman seconded. The vote was unanimous and so moved. Ms. Sullivan made the motion to assign Ms. Landman as the alternate to the ex officio member to the planning board. Mr. Hines seconded the motion. The vote was unanimous and so moved. Mr. Hines made the motion to assign Mr. Sullivan to the Budget Committee. Ms. Landman seconded the motion. The vote was unanimous and so moved. Mr. Sullivan made the motion to assign Ms. Landman to the Conservation Commission, NH Forever sub-committee & Heritage Commission. Mr. Hines seconded the motion. The vote was unanimous and so moved. Mr. Sullivan made the motion to assign Mr. Hines as the Selectmen's representative to the collective bargaining team. Ms. Landman seconded the motion. The vote was unanimous and so moved.

### **Board Appointments**

Mr. Hines nominated Ted Turchan as a full member (three year term expiring in March 2005) to the ZBA. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Mr. Sullivan made the motion to appoint Charles Gordon as a full member (three year term expiring in March 2005) to the Conservation Commission. Mr. Hines seconded the motion. The vote was unanimous and so moved.

## **New Business Continued**

### *Update of AG Investigation – Judy Day*

Ms. Day asked the Board for an update on the AG investigation of the Police Department in regards to her arrest for criminal trespassing. Mr. Sullivan explained that he had called the AG's office asking for an update and had been told that the AG's office would contact them when the investigation was complete. Mr. Sullivan wondered whether or not a call from another member of the Board might garner more information. Mr. Hines agreed to follow-up on the issue.

### *Technology Discussion*

Mr. Bob Landman began the discussion by addressing the franchise agreement (cable contract) between the Town and AT&T Broadband and asked, as Chair of the Cable Committee, that the Board of Selectmen appoint as Special Counsel Attorney Bob Ciandella to review the franchise agreement signed by Selectmen in 1996 with Continental Cablevision. The Committee asked the BoS to arrange a 'non-meeting' with Attorney Ciandella as soon as possible to discuss the feasibility and fees.

Mr. Hines asked what the costs of those services were. Mr. Landman postulated that it would be \$150/hr and that he was uncomfortable entering into negotiations on fees for service, as that was the Selectmen's responsibility. The CBT Committee was a technical advisory committee and did not have the authority. A member of the audience noted \$300 per hour. It was also noted that the Town's legal budget had already been exceeded. It was suggested that some idea of costs be put together prior to any initiatives.

Mr. Bob Landman next addressed the issue of the Town's web page. Mr. Landman explained that he knew an individual who would be willing to redesign the site for \$300 and charge \$20 per page to update and maintain the site. As for on-going updates, the most reliable thing is simply to say \$20/hr for this, with a minimum of \$100/yr, which also covers web mastering (dealing with technical issues as they arise.) Simple page updates can take as little as 10 minutes, and of course changing an entire year's Calendar of Events can take more than an hour.

The discussion turned towards whom would be responsible for or by what mechanism information from all the Boards would be kept current. The CBT advised the BoS to assign the responsibility of a "Gatekeeper" of the website for the town, to organize and submit materials for posting. To do this in an organized fashion, the CBT Committee will first prepare an outline for the Selectmen to review of what the townspeople would like to post. The BoS would invite all of the town boards, commissions, departments, committees to submit outlines (lists are fine) of what they would like to submit (and number of pages). This could include: minutes, regulations, notices, names of members, staff, etc. The CBT Committee would gather this material and present it in an organized fashion for the BoS to approve and submit via the Gatekeeper to the web designer and would at that time be able to give an estimate of the costs. Mr. Landman noted that the City of Somersworth had a nice up-to-date site. The TA noted that the site was not the City's site, but was maintained by Mr. Watman (a retired math teacher from Somersworth High School, a former teacher of the TA). Mr. Parker noted that no paper record of the digital information existing on the site was now being stored and that a discussion was necessary on this issue.

The CBT committee next mentioned that a review of the Town's technology plan be conducted, suggesting that an inventory of all computer and printer equipment be furnished along with backup plans and network design. It has been the concern of the BoS that should the TA fall ill or pass on there would be no one left to administer the network. The TA noted that computers and software existed in the office prior to his being employed by the Town of North Hampton and that employees used the necessary hardware and software then just the same as employees do now. Mr. Sullivan made the motion to begin the IT review along with the cable contract review. Ms. Landman seconded the motion. The vote was unanimous and so moved.

## Selectmen Issues

### *Discussion of Town Counsel Alternatives*

Mr. Hines explained that there was not much to report but noted that one firm was contacted. There were advantages and disadvantages with changing Town Counsel. Mr. Sullivan thought it a good idea to change town counsel. Mr. Hines thought it prudent to put a list of firms together for the Board to look over and then talk with.

### *Check Signing Policy Discussion*

The TA explained that Shirley Fuller had recently lost a family member and that she was understandably indisposed and therefore unavailable to sign checks so that the Town could pay bills. Because of the delay late fees would now have to be paid on several items including the New Hampshire Retirement System. The TA explained the "checks and balances" of the system noting that it was not prudent practice to have those individuals who approved the manifest also sign the checks. Analogous to this situation is having an assessor who is also the tax collector. Mr. Sullivan made the motion to allow the TA to sign manifest checks in an emergency as long as prior notification was given to the Board. Mr. Hines seconded the motion. The vote was unanimous and so moved.

### *Other*

Ms. Landman briefed the Board on a recommendation by the Building Inspector to rescind a previous vote of the Selectmen to call due an irrevocable letter of credit. Mr. Sullivan made the motion to rescind the previous vote that called due the irrevocable letter of credit on the Abeniqui Subdivision. Mr. Hines seconded the motion. The vote was unanimous and so moved.

Ms. Landman talked briefly about a call she received concerning a notice banning pets from a mobile home park. She mentioned that the rental contract was the binding authority on park regulations, and not a Town issue. She had checked with the previous Health Officer who said there was no Health and Safety concerns about pets in the parks, therefore, it was not the responsibility of the selectmen to deal with the matter. She submitted a letter for the record.

Ms. Landman noted that she had been asked to sit on the NHMA's finance policy committee. The Board urged her to do so.

Mr. Hines made a motion to approve a request by the building inspector to spend an hour with the Town Attorney. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Mr. Sullivan mentioned again that house numbers must be prominently displayed for the building inspector and emergency vehicles to identify the locations. Failure to have house numbers plainly seen from the road would be fined.

## Questions & Comments

Mr. Joe Arena talked about the statewide property tax and noted his support for TRASH's approach over the Coalition Communities approach.

## Administration/Business

Mr. Sullivan made the motion to approve the meeting minutes of March 11<sup>th</sup>. Ms. Landman seconded the motion. Mr. Hines was not a seated member so abstained. The vote was unanimous and so moved.

The selectmen reviewed correspondence and/or signed:

Selectmen's Minutes  
25 March 2002  
7:00pm

- a. Minutes - March 11<sup>th</sup>, 2002
- b. Payroll
- c. Manifest
- d. Fireworks Ordinance (signatures)
- e. [Tax Collector Memo – RSA 76:13 \(motion and signatures\)](#)

The TA explained that under current law the Tax Collector was able to abate up to \$5 of interest without approval by the Board of Selectmen. RSA 76:13 increased the amount of interest the Tax Collector could abate without approval by the Board of Selectmen to \$25. Mr. Sullivan made the motion to approve adoption of RSA 76:13. Mr. Hines seconded the motion. The vote was unanimous and so moved.

- f. Cemetery Deeds
- g. Elderly Exemption - (G. Paul Doucette)
- h. Executive Council Newsletter
- i. CEDS Project
- j. [Highway Department – Environmental Compliance Audit \(EPA Requirement\)](#)

The TA explained that a Public Works Environmental Audit, which reviewed current practices and made recommendations such as where waste oil and road salt is stored, and where floor drains are or are not located. The environmental audit was a federal mandate and failure to have an audit would result in fines should the Town's Highway Department be audited. The approximate cost was \$2,100. Mr. Hines made the motion to engage the services of a qualified engineer to conduct the audit. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

There being no further business to come before the Board the public session of the meeting adjourned at 9:00pm. Mr. Sullivan made the motion to convene into non-public session under RSA 91-A:3 II (a) to discuss personnel issues. Mr. Hines seconded the motion. The vote was unanimous and so moved.

Respectfully,

Russell McAllister  
Town Administrator